

**REGULAR MEETING DE SMET COMMON COUNCIL**  
**July 13, 2016**

The De Smet Common Council met in regular session on July 13, 2016, at 5:00 p.m., with the following present: Alex Botkin, Lowell Hansen, Larry Jensen, George Cavanaugh, Wendy Currier, Norman Whitaker, Mayor Gary Wolkow, FO Tracey Larson. Also present: DFO Pam Fox, Event Center Dir. Kristy Hubbard, Bldg/Park Supt. Charlie Stoddard, and Street Supt. Ryan Petersen. Absent: none.

Mayor Wolkow called the meeting to order at 5:00 PM.

**ANNOUNCEMENTS:** Mayor Wolkow announced that the City of De Smet has been awarded a mosquito grant in the amount of \$5,000.00 from the SD Dept. of Health, and the SDML District 2 Meeting will be hosted by De Smet on March 22, 2017.

**MINUTES:** Motion was made by Botkin, seconded by Whitaker, to approve the minutes of the June 6, 2016 Regular meeting, June 15, 2016 Special meeting, and June 23, 2016 Special meeting, all voting aye, motion carried.

**CLAIMS:** Motion by Hansen, seconded by Whitaker, to approve payment of the claims as presented, all voting aye, motion carried. The claims are as follows: PAYROLL \$41,935.40; OASI Benefit 3,208.04; Aflac, ins. premium 278.81; Dearborn National, life insurance 140.80; Farm Bureau Bank, health savings 875.00; Delta Dental of South Dakota 394.06; VSP 173.63; Wellmark Blue Cross Blue Shield, health insurance premium 5,307.37; SDRS, retirement benefit 3,740.82; Avera Occupational Medicine-Mitchell; supplies 519.20; Avid Hawk, website; 16.00; Baker & Taylor, books 478.56; Bernie Jr's, LLC, event center refund 85.00; Caryn Hojer, event center refund 50.00; Center Point Large Print, library 28.46; Century Link, utilities 549.64; City of De Smet, postage 66.77; Clark Engineering; engineering 4,000.00; Consolidated Plastics Co., supplies 93.54; Cooks Wastepaper & Recycling; sanitation 224.75; Cooks Wastepaper & Recycling, contract 674.42; Dakota Pump & Control, repairs 430.00; Daniel Rommereim, event center refund 305.00; De Smet Fire Dept., conference 857.24; De Smet Trustworthy Hardware, supplies 451.93; Department of Revenue, maintenance 87.00; De Smet News, publishing 475.19; De Smet News, publishing library 8.10; ECBL Jason Tvedt recreation tourn. Fees 150.00; First National Bank, loan payment 2,666.22; Good Housekeeping, library 34.97; Hawkins, supplies 7,227.29; Holiday Inn & Convention, Conference 407.80; Interstate Battery supplies 136.90; Kasy Sarat, event center refund 275.00; Kent Kapplinger, museum maintenance 200.00; Kingsbury Electric, maintenance 60.00; Kingsbury Electric, maintenance contract 220.00; Kingsbury County Auditor, law enforcement 6,283.33; Kingsbury Electric Coop. utilities 218.46; Kristy Hubbard reimb. Mileage 120.96; Maynard's supplies 41.93; Maynards, supplies pool 487.56; M C & R Pools, repairs 359.22; Mediacom, utilities 54.95; Michael Todd & Co. supplies 39.63; Micro Marketing, books 291.06; Napa, supplies 203.90; Nelly Entertainment, supplies 3,900.00; Northwestern, utilities 95.66; O'Keefe Implement, repairs

1,290.42; Office Peeps, Inc., library supplies 179.89; Office Peeps, Inc. supplies 358.21; Ottertail Power Co., utilities 4,850.05; Poinsett Gardens, Inc., supplies 73.45; Reader Service, library 17.22; REED, Inc., debt service 1,448.41; REED, Inc., debt service 2,357.25; REED, Inc., debt service 2,500.00; Reminisce, library 12.98; Rich's Gas & Service, supplies 1,343.19; Schubloom Construction, Inc. event center 6,625.03; SD Dept. of Transportation, airport supplies 600.32; SD One Call, locates 59.36; Share Corp., supplies 3,701.25; Smiths Lumber, supplies 4.44; Southeast South Dakota Tourism, marketing 230.00; Spencer Quarries, supplies 927.45; ; The Main Stop fuel 69.72; Tracey Larson, mileage reimb. 347.14; Tristen Gruenhagen, reimb. Recreation supplies 52.98; Ultimed, event center refund 30.00; Water Billboards, supplies 864.68; Zell Manufacturing, Inc., repairs 36.92; Castlerock Construction, capital project improvements 14,297.51; Connecting Point, maintenance 1,028.001 Mediacom, utilities event center 260.72; SD Dept. of Revenue, recreation & use tax 480.40; SD Dept. of Revenue, sanitation sales tax 42.58; Visa, airport internet 66.94.

**SPECIAL LIQUOR LICENSES:** Karen Kinney, owner of Wheaties Bar & Grill has requested a special liquor license for an event to be held at 705 Wilder Lane on September 3, 2016 from 3:00 PM to 2:00 AM. The De Smet Fire Department requested a special liquor license for an event to be held at 705 Wilder Lane on July 30, 2016 from 5:00 PM to 12:00 AM. Motion was made by Currier, seconded by Cavanaugh, to approve a special liquor license for Karen Kinney, owner of Wheaties Bar & Grill for an event to be held at 705 Wilder Lane on September 3, 2016 from 3:00 PM to 2:00 AM and a special liquor license for the De Smet Fire Department for an event to be held at 705 Wilder Lane on July 30, 2016 from 5:00 PM to 12:00 AM, all voting aye, motion carried. Due to the transfer of the 3<sup>rd</sup> Street Bar & Grille liquor license and operating agreement from Kim Dokken-Nelson to Alicia Aesoph, motion was made by Hansen, seconded by Cavanaugh, to rescind a previous motion made on March 9, 2016 to approve a special liquor license for the Kim Dokken-Nelson, owner of the 3<sup>rd</sup> Street Bar & Grille and event to be held at 705 Wilder Lane on October 22, 2016 from 3:00 PM to 2:00 AM, all voting aye, motion carried.

**AIRPORT IMPROVEMENTS PROJECT:** Michael Schmit, Engineer for Helms & Associates, met with the council to present an airport improvement project that would include paving the airport access road, paving the parking lot, and installing an electronic key card opener to the existing gate. The total project is estimated to cost approximately \$480,000.00. Federal and State grants would cover 95% of the project costs. Schmit asked the council to consider approval to call for bids and authorize the mayor to sign the grant application pending approval of the project from the FAA. The project would take three to four weeks to complete and would be constructed in 2016. Motion was made by Hansen, seconded by Currier, to approve calling for bids for the airport improvement project that would include paving the airport access road, paving the parking lot, and installing

an electronic key card opener to the existing gate and authorize the mayor to sign the grant application pending the approval of the project from the FAA, all voting aye, motion carried.

**STREETS:** Street Supt. Petersen met with the council in regard to hiring a contractor to clean out the ditches along Prairie Ave. in two areas to improve the drainage and prevent water from pooling on the road edges. Supt. Peterson received an estimate from Merle Klinkel in the amount of approximately \$1,200.00 to clean out the ditches in two areas on Prairie Ave. Supt. Petersen reported that the street patching would be started around October 1<sup>st</sup>. The council asked Supt. Peterson to get an estimate from the contractor hired to do the street patching, to repair another area of street that is located west of the hospital. Motion was made by Cavanaugh, seconded by Botkin, to hire Merle Klinkel to clean out the ditches on Prairie Ave. in two areas up to \$1,500.00, all voting aye, motion carried.

**BASEBALL FIELD PROJECT:** An update on the baseball field project was given by council members that are on the baseball field project committee. After consideration of the cost of tree removal and additional dirt that would need to be hauled to the site, it was suggested to move the field by 15 feet to reduce the amount of space between the baseline and fence line and save the trees along the outfield. Motion was made by Cavanaugh, seconded by Botkin, to amend the placement of the field by moving home plate closer to the backstop by 15 feet contingent upon consultation with Clark Engineering, all voting aye, motion carried.

**PARKS/POOL/BUILDINGS:** Bldg/Park Supt. Richard Stoddard was asked to follow-up with the council on finding a suitable location for the Frisbee golf equipment. Supt. Stoddard expressed his concerns of relocating the equipment to the Washington Park, and lack of space in other parks. A De Smet resident that has inquired about the location and design of the Frisbee golf equipment will be contacted for suggestions. Supt. Stoddard informed the council that there are several trees in the Washington Park that need to be removed because they are dying, and the leak underneath the baby pool skimmer pot has been fixed.

**FIRE DEPT. MEMBERS:** Motion was made by Currier, seconded by Whitaker, to approve the appointment of Daryn Warne and Derek Sprang as members of the De Smet Fire Department to replace retiring members Tony Coughlin and Brady Anderson, all voting aye, motion carried.

**COMMUNITY CENTER PAY REQUEST:** Motion was made by Botkin, seconded by Currier, to approve payment of the following claim for the Community Center project: Castlerock Construction, \$14,297.51 for sidewalks, all voting aye, motion carried.

**SURPLUS PROPERTY:** Motion was made by Currier, seconded by Whitaker, to declare the hospital L.E.S. Inc., Model HW-1150 1,150,000 BTU boiler equipment as surplus property, all voting aye, motion carried. Cavanaugh motioned to appoint Tom Framstad, Josh Bau, and Emmett Harty to appraise the hospital boiler equipment, seconded by Whitaker, all voting aye, motion carried.

**EVENT CENTER DIRECTOR:** Dir. Kristy Hubbard updated the council that the basketball hoops and volleyball standards will be installed by Dakota Sports on July 23<sup>rd</sup>. The hoops and standards will be anchored to the floor when they are in use and will be moved when there are events scheduled in the main event hall. Dir. Hubbard reported that both baseball teams will be playing in a league tournament, game night at the Event Center is still going on each week, and the pool will be open through the second week of August.

**MOSQUITO GRANT:** The City of De Smet has been awarded a grant for mosquito control from the SD Dept. of Health. Motion was made by Botkin, seconded by Cavanaugh, to accept the grant for mosquito control in the amount of \$5,000.00 from the SD Dept. of Health and authorize the mayor to sign the grant forms, all voted aye, motion carried.

**OVERTIME:** Motion by Currier, seconded by Cavanaugh, to approve the overtime hours for the month of June as presented, all voting aye, motion carried.

**FINANCIAL REPORTS & COMMUNITY CENTER FINANCIAL REPORT:** The Council reviewed a financial report on the Community Center project that showed expenses incurred through June 30, 2016 as follows: Architect fees \$174,628.31; Site preparation \$248,364.82; Management fees \$389,419.22; Building Construction \$2,634,082.51; and Administration fees \$15,000.00 for a total project cost paid to date of \$3,461,494.86. The remaining total to be paid for all contracts is \$26,726.46. Funding sources received to date for the project have been the \$432,551.05 pledged by the city, \$2,072,000.00 from donations made to the De Smet Community Foundation, and \$512,500.00 from the CDBG grant. Motion was made by Hansen, seconded Whitaker to approve the June 2016 Cash Balances, the Community Center financial statement as presented by the Finance Officer all voting aye, motion carried.

**EXECUTIVE SESSION:** Motion by Botkin, seconded by Currier, to go into executive session for the purpose of contract negotiations at 6:50 pm, all voting, motion carried. Mayor Wolkow declared the council out of executive session at 7:25 pm.

**COMMUNITY WEBSITE:** Dev. Coordinator Rita Anderson asked the city to consider contributing more financial support toward the community website. Anderson has negotiated with Golden Shovel for a reduction in the contract from \$4,200.00 per year to \$2,100.00 per year. Motion was made by Cavanaugh, seconded by Botkin, to revise the motion made at the June 6, 2016 meeting agreeing for the City to pay the monthly \$35.00 fee for the community website to paying a flat amount of \$1,500.00 of the one year contract for the community web site, all voting aye, motion carried.

**GARBAGE RATES:** A letter from Cook's Wastepaper & Recycling, was presented to request an increase of the solid waste collection rate of 2% due to increases for tipping fees at Millennium Recycling. Motion was made by Currier, seconded by Cavanaugh to approve the first reading to amend Ordinance No. VIII-2GA, Collection of Solid Waste, Section VII-2-3. Standards and Regulations, increasing the residential garbage rates as

follows: 2 month Regular Garbage rate \$31.58 and 2 month Senior Garbage rate \$30.48, all voting aye, motion carried.

**DEVELOPMENT COORDINATOR:** Development Coordinator Rita Anderson reported that she has submitted a grant application to the Bush Foundation Community Innovative Award. One innovative community is selected from each state. If chosen, the community would receive a grant up to \$500,000.00 depending on the budget. Anderson announced that De Smet has been named as a finalist and will be awarded \$10,000 that will be designated to the Event Center. Representatives from the Bush Foundation will be in De Smet next week. The Council congratulated Anderson on De Smet being named one the finalist of the Bush Foundation Community Innovative Award. Anderson also reported that she is working on a grant for community education classes, and the NE Conference went very well and received great comments about De Smet Event Center.

**OTHER:** Other non-action items of discussion were as follows: 1) June law enforcement report; 2) update on the annual inspection for property nuisances; 3) and the date for the SDML meeting has been set for March 22, 2017 and will be hosted by De Smet.

**ADJOURN:** There being no further business the meeting was adjourned on motion by Hansen.

To comply with SDCL 6-1-10. Publication of Payroll information, the payroll changes were effective as follows: Pool lifeguard Callie Martens \$10.00/hour; Pool lifeguard Shannon Poppen \$10.00/hour effective June 17, 2016.

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Gary Wolkow, Mayor

ATTEST:

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Tracey Larson, Finance Officer

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